

**STAFF MEETING MINUTES
LANCASTER COUNTY BOARD OF COMMISSIONERS
COUNTY-CITY BUILDING
ROOM 113
THURSDAY, SEPTEMBER 30, 2004
8:15 A.M.**

Commissioners Present: Ray Stevens, Chair
Larry Hudkins, Vice Chair
Bernie Heier
Bob Workman
Deb Schorr

Others Present: Kerry Eagan, Chief Administrative Officer
Gwen Thorpe, Deputy Chief Administrative Officer
Bruce Medcalf, County Clerk
Trish Owen, Chief Deputy County Clerk
Ann Taylor, County Clerk's Office

The Chair opened the meeting at 8:15 a.m.

AGENDA ITEM

**1 APPROVAL OF THE STAFF MEETING MINUTES OF TUESDAY,
SEPTEMBER 28, 2004**

MOTION: Heier moved and Workman seconded approval of the Staff Meeting minutes of September 28, 2004. Workman, Heier and Stevens voted aye. Hudkins and Schorr were absent from voting. Motion carried.

2 ADDITIONS TO THE AGENDA

A. Attendance at Nebraska Association of County Officials (NACO) Annual Convention (December 7-9, 2004)

MOTION: Heier moved and Stevens seconded approval of the addition to the agenda. Stevens, Heier and Workman voted aye. Hudkins and Schorr were absent from voting. Motion carried.

Stevens, Heier and Workman indicated plans to attend.

Hudkins arrived at 8:20 a.m.

3 COMMISSIONERS MEETING REPORTS

A. Lancaster Manor Advisory Committee - Hudkins

Hudkins said a new sponsor is needed for the Tree of Love Program.

Schorr arrived at 8:26 a.m.

B. Monthly Meeting of the Public Building Commission (PBC) Chair, Vice Chair and Mayor - Hudkins

Hudkins said discussion focused on space needs and whether to finish the County-City Building third floor.

The Board indicated that if the Public Building Commission decides to finish the third floor, that the cost should be borne by the occupants of that space, at least initially.

C. Stevens Creek Advisory Committee - Workman

Workman said 25 areas of concern were identified along Stevens Creek and asked that Don Thomas, County Engineer, or Larry Worrell, County Surveyor, attend the October meeting to discuss whether these are county maintenance issues.

D. Joint Budget Committee (JBC) - Workman, Stevens

Workman said the committee discussed the Keno prevention dollars and distributed Proposed Policy for Administering Keno Human Services Prevention Dollars (Exhibit A):

Option 1: Once an agency has been recommended for funding by the advisory board, funds shall be expended 50% from the City and 50% from the County for that agency upon approval from each of those bodies.

Option 2: Once an agency has been recommended for funding by the advisory board, the Human Services Administrator shall divide funding between the City and the County such that each contributes 50% of the total amount allocated in that round.

Extensive discussion took place regarding the funding allocation of keno prevention dollars.

Further discussion of a policy to approve allocations from the Keno Prevention Fund is scheduled on the October 4, 2004 City-County Common Meeting agenda.

E. Families First & Foremost (F³) Conveners - Schorr

Schorr said concerns related to legislation to change the age of majority were discussed.

E. Visitors Promotion Advisory Committee (VPAC) - Schorr

Schorr said the financial report was reviewed. There was also a presentation on the new umbrella website for the Lincoln Chamber of Commerce; Lincoln Partnership for Economic Development (LPED); and Lincoln Convention & Visitors Bureau (CVB).

F. Lincoln Independent Business Association (LIBA) Monthly Meeting - Heier, Stevens

Stevens said discussion focused on the bond issue and West Bypass.

G. Downtown Lincoln Association (DLA) - Stevens

No report.

- 4 A) COUNTY FINAL PLAT NO. 04075, OAK PRAIRIE ESTATES, NORTHWEST 140TH & WEST HOLDREGE STREETS; AND 2) COUNTY SPECIAL PERMIT NO. 04041 AND COUNTY PRELIMINARY PLAT NO. 04019, MASEK'S FIRST ADDITION, NORTHWEST 27TH STREET AND WEST MILL ROAD - Mike DeKalb and Derek Miller, Planning Department**

A) County Final Plat No. 04075

Derek Miller, Planning Department, gave an overview of County Final Plat No. 04075, requested by Brian D. Carstens and Associates on behalf of Oak Prairie, L.L.C., consisting of three lots on property located at Northwest 140th & West Holdrege Streets. He said the Community Unit Plan (CUP), which was approved in June, is comprised of nine lots and said the owner has decided to move forward with these lots as they access Northwest 140th Street (a county gravel road that dead ends at Interstate 80) and do not require improvements. There is a recommendation of conditional approval from staff and the Planning Commission.

Hudkins asked about water.

Mike DeKalb, Planning Department, said the Lincoln-Lancaster County Health Department has determined there is adequate water for the proposed number of lots.

Heier asked whether roads in the development will meet county standards.

DeKalb said five lots will be built around a private cul-de-sac that will be built to county standards. The remaining lot will access West Holdrege Street. He said the homeowners' association will be responsible for maintenance.

In response to a question from Hudkins, DeKalb said there is a public access easement.

Heier asked whether the homeowners' association could apply for county maintenance.

Larry Worrell, County Surveyor, appeared and said it will remain private maintenance because it does not meet criteria for a dedicated public street.

DeKalb added that the homeowners' association could ask the County to convert the road from a private to public road.

Hudkins asked whether the County is required to improve roads so mail service can be provided.

Kerry Eagan, Chief Administrative Officer, said there is a legal opinion that addresses that issue and said he will provide members of the Board with copies.

The Board requested additional information regarding Oak Prairie Estates' ownership.

B) County Special Permit No. 04041 and County Preliminary Plat No. 04019

Mike DeKalb, Planning Department, gave an overview of County Special Permit No. 04041 and County Preliminary Plat No. 04019, Masek's First Addition, nine residential acreage lots and associated waiver requests on property southeast of the intersection of Northwest 27th Street and West Mill Road (Exhibit B). He noted a staff recommendation of conditional approval, including approval of waiver requests, and recommendation of conditional approval from Planning Commission, with amendments to Conditions 1.2, 1.4 and 3.5.4 (two Planning Commissioners dissented on the motion to amend). Condition 1.2, was amended to reflect a compromise with the Valleyhome Farms property owners (the abutting subdivision):

Revise the drawing to show West Masek Drive connected to Northwest 23rd Street extended; however, the connection is not required to be constructed with this community unit plan.

DeKalb said Planning Staff believes the connection is highly desirable because it provides a "back door" entrance to both subdivisions.

DeKalb noted that the area of application is in Tier III (area identified for Lincoln's longer term growth) and outside the City's three-mile zoning jurisdiction and said staff has recommended that build-through standards (guidelines allowing for future acreage development to be converted to an urban-style configuration when they are brought into the City) not apply. The Planning Commission concurs with the recommendation.

Schorr asked whether the Planning Department scored the application using the point system.

DeKalb said they had not, but he would do so.

5 DIVERSION SERVICES - Gary Lacey, County Attorney

Gary Lacey, County Attorney, gave an overview of the services provided by Diversion Services. He suggested that concerns regarding the Bad Check Restitution Program be referred to Joe Kelly, Chief Deputy County Attorney.

Heier exited the meeting at 10:02 a.m.

6 ON-LINE AUCTION OF MORTGAGE BOOKS - Vince Mejer, Purchasing Agent; Brian Pillard, Records & Information Manager

Discussion took place with Vince Mejer, Purchasing Agent, on whether to list the old mortgage books on a governmental auction site or eBay. Advertisement of the sale was also discussed.

The Board asked Mejer to investigate costs and report back.

ADMINISTRATIVE OFFICER REPORT

H. Request for Proposals (RFP) for Jamaica North Trail

Mejer said he has been advised that contractors cannot be asked to disclose pre-engineering costs.

7 ACTION ITEMS

A. Microcomputer Request C#2004-370, \$939.75, Used Computer and Software from Human Services Budget

Item held for additional information.

B. Payroll Insert Regarding Pension Fund Changes (October 3, 2004)

MOTION: Schorr moved and Hudkins seconded approval. Hudkins, Workman, Schorr and Stevens voted aye. Heier was absent from voting. Motion carried.

8 ADMINISTRATIVE OFFICER REPORT

A. Holiday Schedule

The Board will not hold a Staff Meeting on Thursday, November 25, 2004. A Staff Meeting will be held on Tuesday, November 23, 2004, if needed.

The Board will not hold a Staff Meeting on Thursday, December 23, 2004. A Staff Meeting will be held on Tuesday, December 21, 2004, if needed.

The Board cancelled the December 28, 2004 Board of Commissioners Meeting and the December 30, 2004 Staff Meeting.

B. Agenda Items for Joint Lincoln Public Schools (LPS), City Council and County Board Meeting (November 1, 2004)

The Board requested a map of future schools. A presentation by the Lincoln Convention & Visitors Bureau (CVB) was also suggested.

C. Agenda Items for Tri-County Meeting with Douglas and Sarpy Counties (November 15, 2004)

The Board suggested the following items: 1) A presentation on the Interstate 80 corridor; 2) LB 1083 (Adopt the Nebraska Behavioral Health Services Act); and 3) Legislative agenda.

Eagan said Gordon Kissel, Legislative Consultant, is unable to attend the meeting.

D. Sale of Adams Street Property (Public Hearing on October 26, 2004)

Eagan said the intent of the public hearing is to take information regarding the fair market value of the property and to set a sale date.

Workman asked Gwen Thorpe, Deputy Chief Administrative Officer, to notify Rivers Metal Products, Inc. of the hearing date.

- E. Claim for Review: PV 693356437, Dated September 20, 2004, Payable to Reynolds Davis, Community Emergency Response Training (CERT) Coordinator, in the Amount of \$1,278.75. Payment is for CERT Services During the Month of July 2004. His Contract (C-30-0493) as Project Manager Expired at the End of June, 2004.

Claim was withdrawn.

- F. Candidate Forum at Midtown Center

Eagan said he checked with the Nebraska Accountability and Disclosure Commission and said a candidate forum may be held in a county facility, provided all candidates are invited to participate.

- G. Visitors Promotion Advisory Committee (VPAC) Recommendation to Meet Quarterly

Eagan said the bylaws will need to be revised.

Hudkins asked that the VPAC consider meeting on a bi-monthly basis.

Schorr, the Board's representative to the VPAC, will take that suggestion back to the committee. She said she will continue to meet with Wendy Birdsall, Lincoln Convention & Visitors Bureau President, on a monthly basis. Subcommittees will also meet monthly.

- H. Use of Inmate Benefit Fund for Good News Jail and Prison Ministries (\$15,000)

The Board scheduled a special presentation on the October 5, 2004 Board of Commissioners Meeting agenda.

- I. Age of Majority Bill (Testimony by Kit Boesch, Human Services Administrator)

The Board asked that Boesch include a disclaimer that these are her personal views and not necessarily the views of the County Board.

- J. Mocha Imaging Emulation License (\$250)

MOTION: Hudkins moved and Schorr seconded approval. Hudkins, Workman, Stevens and Schorr voted aye. Heier was absent from voting. Motion carried.

K. Location of Justice Council

Thorpe said she was contacted regarding a directory listing for the Justice Council .

Gary Lacey, County Attorney, appeared and said the Justice Council has dissolved.

L. Request for Proposals (RFP) for Jamaica North Trail

Item moved forward on the agenda.

RETURNING TO ITEM 4

The Board received the information it requested regarding Oak Prairie Estates' ownership and a raw score GRID analysis calculation for Masek's 1st Addition (Exhibits C & D).

9 EMERGENCY ITEMS AND OTHER BUSINESS

Eagan reminded the Board of the need to address salaries for the child support referee, bailiffs and psychiatrists.

10 ADJOURNMENT

MOTION: Schorr moved and Workman seconded to adjourn the meeting at 11:16 a.m. Schorr, Stevens, Workman and Hudkins voted aye. Heier was absent from voting. Motion carried.

Bruce Medcalf
Lancaster County Clerk